

**TOWN OF BURRILLVILLE  
LIBRARY BUILDING COMMITTEE  
MEETING MINUTES**

**REGULAR MEETING of the Burrillville Library Building Committee  
held Wednesday, October 19, 2005 at 6:30 P.M. at the Burrillville Town  
Hall, 105 Harrisville Main Street, Harrisville, RI.**

**MEMBERS PRESENT: Victor D. Antoniello, Michael A. Caron, David  
C. Ketcham,  
G. Wayne Miller, James H. Moran and Robert J. Martel**

**MEMBERS ABSENT: None**

**EX OFFICIO MEMBER ABSENT: William A. Andrews, Town Councilor**

**OTHERS PRESENT: Sandra Mundy, Jay Litman, Pamela Choi  
Redfern, Tom Kravitz, Seth**

**Bromley; “The Woonsocket Call”, Hannah  
Ketcham; “The Blueprint”,  
Peter Walsh; Fundraising Committee**

**The meeting was called to order at 6:45 P.M. by Vic Antoniello,  
Committee Chair**

## **I. INTRODUCTION OF NEW COMMITTEE MEMBER**

**Vic Antonello announced that the new member to the Committee had not yet**

**been approved and would not be attending until approved by the Screening Committee.**

## **II. REVIEW OF THE MINUTES**

**A motion was made by James Moran and seconded by David Ketcham to**

**approve the minutes from the meeting on 10-05-2005. With no further discussion, the vote in favor was unanimous.**

## **III. PUBLIC COMMENT**

**None**

## **IV. CONSIDER AND ACT UPON CORRESPONDENCE**

### **1. Invoice from Monica Riffle, Outgoing Clerk to the Committee**

**A motion was made by James Moran and seconded by David Ketcham to approve payment for the invoice submitted by Monica**

**Riffle, Clerk to the Committee. With no further discussion, the vote in favor was unanimous.**

**2. Invoice from Bernadette Schuster, Incoming Clerk to the Committee**

**A motion was made by James Moran and seconded by Vic Antoniello to approve payment for the invoice submitted by Bernadette Schuster, Clerk to the Committee. With no further discussion, the vote in favor was unanimous.**

**3. Change Order and Invoices from Newport Collaborative**

**A motion was made by James Moran and seconded by G. Wayne Miller to accept into record the Change Order previously approved for additional test pits on the designated alternative site. Motion was made by James Moran to approve for payment Invoice 549 submitted by Newport Collaborative and seconded by David Ketcham. Motion was also made by David Ketcham to approve for payment Invoice 5544 submitted by Newport Collaborative; seconded by Michael Caron. With no further discussion, the vote in favor for approval of the Change Orders and Invoices was unanimous.**

**4. Other Correspondence**

**a. A letter and summary report from Louise Phaneuf, Town Clerk,**

thanking the Committee for participation in the March 19, 2005 Planning Charette. James Moran motioned to receive and file the letter and summary into record, David Ketcham seconded and vote was unanimous.

b. A letter of interest from Angelo Casale expressing an interest in serving as Clerk of the Works for the project. A motion was made by James Moran and seconded by David Ketcham to receive and file. Jay Litman recommended Mr.Casale from previous project experience. The project is not yet at the stage to consider this position, the letter of interest will be tabled for later consideration. With no further discussion, the vote was unanimous.

c. A letter to Sandra Mundy dated August 25, 2005 from Timothy Gorham,

Associate Director of The Champlin Foundations, thanking Mundy for hosting a site visit and reminding the Committee of the

impending October 31 deadline for referral eligibility to the Distribution

Committee. Motion to receive by James Moran, seconded by Robert

Martel and voted unanimously to receive and file.

c. Two (2) copies of the ‘Traffic and Impact Study’ for the proposed library entered by Jay Litman. The study is a follow-up to the report

**previously**

**submitted to the Burrillville Planning Board. Robert Martel motioned to**

**receive and file the study, Michael Caron seconded and the vote was**

**unanimous.**

**e. Architects meeting notes submitted by Jay Litman per the following:**

- October 6, 2006 meeting at Jesse Smith Library to discuss the revised library plans and the impact on OLIS reimbursement.**
- October 19 RIDEM meeting to discuss DEM approvals and schedule for RIPDES and Wetlands review.**

**David Ketcham motioned to receive meeting notes from both meetings**

**into record, motion was seconded by Michael Caron and vote was**

**unanimous.**

## **V. PROJECT UPDATE/GENERAL DISCUSSION**

**1. Discussion opened regarding the feasibility of utilizing services of DPW for some of the excavation work on the site as a cost saving measure. Jay Litman voiced concern that use of DPW may conflict**

with the OLIS Grant which restricts funding to Library associated construction; utilizing DPW resources may jeopardize OLIS funds.

2. Jay Litman provided a project update and discussed the most current revisions that are cost effective, offer esthetic value and enhance the use of the facility. The elevator opening has been shifted, with the door opening towards the stairway to create a more fluent traffic flow. The computer area for children in the 10yr+ age group has been enhanced to be more visual and an open area with window seating has been added, all with no additional costs incurred.

One skylight was removed and replaced by 2 larger ones, reducing both overhead light reflecting directly on the computer area and building cost. All modifications accomplished the goal of integrating fluent space throughout the public areas of the library. Revisions also improved upon two emergency egresses, relocated a water fountain and added a washer/dryer for use with the children's programs. A potential \$5-6K savings may be enjoyed if the relocation of a door exiting to a building ramp can be accomplished. International Building Codes, ADA regulations as well as local Fire Codes are being reviewed to confirm compliance.

3. The 3-D model of the project depicting the site topography will be ready for presentation at the October 26 Town Council Meeting. The model will add value to the Presentation since there is a high level of interest in the East Avenue view of the complex.

4. Tom Kravitz announced the awarding of a \$172,000 Community Block Grant that will be used for remediation of the site. The funding has already been received. The Grant can immediately be utilized

toward the DEM fee that is estimated to be \$2400. Tom Kravitz is also applying for an additional \$200,000 EPA Grant that will be earmarked for site clean up.

5. Pamela Redfern indicated the potential need to allocate additional funding to the site related costs of the dye house demolition since existing conditions indicate additional environmental concerns.

6. Sandra Mundy requested assistance with the development and presentation of an Operating Budget for the new Library. Operating needs will be established based upon research of the Bristol and Johnston Library budgets. All services are a new addition to Burrillville's budget since the existing Library Building will continue to incur operating costs when no longer occupied by the Library. Confirmation is needed regarding the annual reimbursement of Operating Costs from the State and/or OLIS. The Library Operating Budget will be added to the agenda for the next meeting of the Library Building Committee.

## **VI. CAPITAL CAMPAIGN/LIBRARY FUNDRAISING COMMITTEE UPDATE**

**None**

## **VII. OLIS AND CHAMPLN GRANT UPDATES**

**Checklist for application is on track.**

## **VIII. FINAL REVIEW AND PREPARATION OF PRESENTATION FOR UPCOMING MEETING WITH TOWN COUNCIL**

**Vic Antonello reviewed the scope of the October 26 presentation to Town Council requesting additional funding for the project. Since the Library represents the heart of the community, the entire project will not only establish a hub of municipal activity and commerce but also serve as the anchor of redevelopment for the area. Jay Litman will open the presentation with an overview of the project accompanied by visuals and then visit the complexities and challenges that exist at the Stillwater Complex. The Library Building Committee is requesting that Town Council underwrite the additional cost of the project; the cost above the amount approved by voters one year ago.**

**Justification includes:**

**1. The Library Phase of the project will excavate and develop the site, which**

**must be done regardless of future use of the property.**

**2. Additional costs beyond original estimates include \$750,000 for site**

**remediation and \$760,000 for necessary infrastructure that will benefit**

**later phases of the project.**

**3. OLIS and Champlin funding will benefit the initial stages of the**



entire Stillwater Complex development, funds that will be restricted to the Library structure if built elsewhere.

4. The Committee has exercised aggressive measures to value engineer the project, explore alternate designs and search out additional funding sources.

A motion was made by Moran and seconded by Caron to adjourn the meeting at 8:36 P.M. With no further discussion the vote in favor was unanimous.

Information relating to the meeting is on file with the record of the minutes in the office of the Town Clerk.

Recorded by\_\_\_\_\_

**Bernadette M. Schuster, Clerk to the Committee**

Approved by\_\_\_\_\_

**Library Building Committee Member**

Date Approved \_\_\_\_\_